

MPB Human Resources

EEO Public File Report
Mississippi Public Broadcasting
January 23, 2010 – January 22, 2011
Filled Positions

Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Graphic Arts Spec II*	03/01/10	Agency Job Posting (MPB)	0	
		Agency Website	2	Agency Website
		Alcorn State Univ.	0	
		Belhaven College	0	
		<i>The Clarion-Ledger</i>	0	
		CPB Website	0	
		Employ. Security Comm.	0	
		Employ. Security Comm. Job Bank	0	
		Hinds Comm. College	0	
		HCC Website	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Millsaps College	0	
		<i>Mississippi Link</i>	0	
		Mississippi State Univ.	0	
		Mississippi Univ. for Women	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		PBS Connect	0	
		State Personnel Board	5	
		SBE Website	0	
		Tougaloo College	0	
		Tulane Univ.	0	
		JSU Univ. Center	0	
		Univ. of Mississippi	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Personnel Officer V	03/01/10	Agency Job Posting (MPB)	0	
		Agency Website	1	Agency Website
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Broadcast Tech Lead	03/18/10	Agency Job Posting (MPB)	0	
		Agency Website	3	
		Alcorn State Univ.	0	
		Belhaven College	0	
		Copiah-Lincoln Comm. College	0	
		Employ. Security Comm.	0	
		Hinds Comm. College	0	
		HCC Jackson Branch	0	

		HCC Rankin Branch		
		HCC Raymond Branch	0	
		HCC Raymond (Electronics)	0	
		HCC Utica Branch	0	
		HCC Utica (Tech Educ) Branch	0	
		HCC Website	0	
		Holmes Comm. College	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Mississippi State Univ.	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		State Personnel Board	2	SPB Website
		SBE Website	0	
		Tougaloo College	0	
		Tulane Univ.	0	
		JSU Univ. Center	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Deputy Director	05/03/10	Agency Job Posting (MPB)	0	
		Agency Website	1	Agency Website
		Alcorn State Univ.	0	
		Belhaven College	0	
		CPB Website	0	
		Employ. Security Comm.	0	
		Hinds Comm. College	0	
		HCC Website	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Millsaps College	0	
		Mississippi College	0	
		Mississippi State Univ.	0	
		Mississippi Univ. for Women	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		PBS Connect	0	
		State Personnel Board Website	1	
		SBE Website	0	
		Tougaloo College	0	
		Tulane Univ.	0	
		JSU Univ. Center	0	
		Univ. of Mississippi	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	

Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Administrative Asst IV	05/10/10	Agency Job Posting (MPB)	0	
		Agency Website	2	Agency Website
		Alcorn State Univ.	0	
		Antonelli College	0	
		Belhaven College	0	
		Employ. Security Comm.	0	
		Hinds Comm. College	0	
		HCC Website	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Millsaps College	0	
		Mississippi College	0	
		Mississippi State Univ.	0	
		Mississippi Univ. for Women	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		SPB Website	3	
		Tougaloo College	0	
		Tulane University	0	
		JSU Univ. Center	0	
		Univ. of Mississippi	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	
		Virginia College	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Graphic Arts Spec II	05/18/10	Agency Job Posting (MPB)	0	
		Agency Website	2	Agency Website
		Alcorn State Univ.	0	
		Belhaven College	0	
		CPB Website	0	
		Employ. Security Comm.	0	
		Hinds Comm. College	0	
		HCC Website	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Millsaps College	0	
		Mississippi College	0	
		Mississippi State Univ.	0	
		Mississippi Univ. for Women	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		PBS Connect	0	
		SBE Website	0	
		Tougaloo College	0	
		Tulane Univ.	0	
		JSU Univ. Center	0	

		Univ. of Mississippi	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Projects Officer IV, Special	06/28/10	Agency Job Posting (MPB)	0	
		Agency Website	3	Agency Website
		Public Relations of Miss.	0	
		Miss. College (PR Dept)	0	
		Univ. of Southern Mississippi (Comm. Dept)	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Staff Officer I	07/19/10	Agency Job Posting (MPB)	0	
		Agency Website	1	Agency Website
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Associate Prod/Dir	10/01/10	Agency Job Posting (MPB)	0	
		Agency Website	1	Agency Website
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Projects Officer III, Sp	10/18/10	Agency Job Posting (MPB)	0	
		Agency Website	1	Agency Website
		Alcorn State Univ.	0	
		Belhaven College	0	
		<i>Current</i>	0	
		CPB Website	0	
		Employ. Security Comm.	0	
		Employ. Security Comm. Job Bank	0	
		Hinds Comm. College	0	
		HCC Website	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Millsaps College	0	
		Mississippi College	0	
		<i>Mississippi Link</i>	0	
		Mississippi State Univ.	0	
		Mississippi Univ. for Women	0	
		NAACP State Office	0	
		Nat'l NAACP State Office	0	
		PBS Connect	0	
		State Personnel Board Website	1	
		Tougaloo College	0	
		Tulane University	0	
		JSU Univ. Center	0	
		Univ. of Mississippi	0	
		Univ. of Southern Mississippi	0	

		Urban League of Jackson	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Division Director I	10/25/10	Agency Job Posting (MPB)	2	
		Agency Website	2	Agency Website
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Project Technician	11/01/10	Agency Job Posting (MPB)	1	Agency Job Posting
		Agency Website	0	
		Alcorn State Univ.	0	
		Belhaven College	0	
		CPB Website	0	
		Copiah-Lincoln Comm. College	0	
		Employ. Security Comm.	0	
		Hinds Comm. College	0	
		HCC Jackson Branch	0	
		HCC Rankin Branch	0	
		HCC Rankin (Electronics) Branch	0	
		HCC Raymond Branch	0	
		HCC Raymond (Electronics)	0	
		HCC Utica Branch	0	
		HCC Utica (Tech Educ) Branch	0	
		HCC Website	0	
		Holmes Comm. College	0	
		Jackson State Univ.	0	
		MAB Website	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		State Personnel Board Website	1	
		SBE Website	0	
		Tougaloo College	0	
		Tulane Univ.	0	
		JSU Univ. Center	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Broadcast Tech Senior	12/20/10	Agency Job Posting (MPB)	0	
		Agency Website	2	
		Alcorn State Univ.	0	
		Belhaven College	0	
		<i>The Clarion-Ledger</i>	0	
		Copiah-Lincoln Comm. College	0	
		CPB Website	0	
		Employ. Security Comm.	0	

		Employ. Security Comm. Job Bank	0	
		Hinds Comm. College	0	
		HCC Jackson Branch	0	
		HCC Rankin Branch		
		HCC Raymond Branch	0	
		HCC Raymond (Electronics)	0	
		HCC Utica Branch	0	
		HCC Utica (Tech Educ) Branch	0	
		HCC Website	0	
		Holmes Comm. College	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Millsaps College	0	
		Mississippi Link	0	
		Mississippi State Univ.	0	
		Mississippi Univ. for Women	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		PBS Connect	0	
		State Personnel Board Website	5	SPB Website
		SBE Website	0	
		Tougaloo College	0	
		Tulane Univ.	0	
		JSU Univ. Center	0	
		Univ. of Mississippi	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Education Specialist	01/01/11	Agency Job Posting (MPB)	1	
		Agency Website	1	Agency Website
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Announcer/Producer I	01/04/11	Agency Job Posting (MPB)	0	
		Agency Website	1	
		Alcorn State Univ.	0	
		CPB Website	0	
		Employ. Security Comm.	0	
		Hinds Comm. College	0	
		HCC Website	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Millsaps College	0	
		Mississippi Link	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		PBS Connect	0	

		State Personnel Board Website	7	SPB Website
		Tougaloo College	0	
		Tulane Univ.	0	
		JSU Univ. Center	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	
Full Time Position Title	Date Filled	Recruitment Sources	Number Interviewed	Recruitment Source for Hiree
Broadcast Tech Lead	01/04/11	Agency Job Posting (MPB)	0	
		Agency Website	1	
		Alcorn State Univ.	0	
		Copiah-Lincoln Comm. College	0	
		CPB Website	0	
		Employ. Security Comm.	0	
		Hinds Comm. College	0	
		HCC Raymond (Electronics)	0	
		HCC Website	0	
		Jackson State Univ.	0	
		MAB Website	0	
		Millsaps College	0	
		NAACP State Office	0	
		National NAACP State Office	0	
		PBS Connect	0	
		State Personnel Board Website	3	State Personnel Board Website
		SBE Website	0	
		Tougaloo College	0	
		Tulane University	0	
		Univ. of Southern Mississippi	0	
		Urban League of Jackson	0	
*Positions filled by an application in the pool (applications that are received from a previous advertisement that are less than one year old).				

Master List of Recruitment Sources					
No.	Source	Contact	E-Mail/Website	Address	Phone
1	Mississippi Public Broadcasting	Human Resources	careers@mpbonline.org	3825 Ridgewood Rd. Jackson, MS 39211	601-432-6565
2	Agency Website	Cindy Neal	www.mpbonline.org	3825 Ridgewood Rd. Jackson, MS 39211	601-432-6273
3	Alcorn State Univ.	Adrienne Willis	awillis@alcorn.edu	1000 ASU Dr. 540 Alcorn State, MS 39096-7500	601-877-6324

4	Antonelli College	Career Services	www.antonellicollege.edu/	2323 Lakeland Drive Flowood, MS 39232	601-362-9991
5	Belhaven College	Ashley King	aking@belhaven.edu	1500 Peachtree Str. Jackson, MS 39202-1789	601-968-5969
6	<i>The Clarion-Ledger</i> -Classifieds	Beverly Brown	beverlybrown@jackson.gannett.com	P.O. Box 40 Jackson, MS 39225	601-961-7125 FAX 601-961-7166
7	Copiah-Lincoln Comm. College (Electronics Department)	Carey Williamson	www.colin.edu/	P.O. Box 649 Wesson, MS 39191	601-643-5101
8	Corporation for Public Broadcasting (CPB)	Jobline	http://www.cpb.org/jobline	401 Ninth Street, NW Washington, DC 20004-2129	202-879-9600
9	<i>Current</i>	Kathleen Unwin	Currentpublicmedia@gmail.com	1612 K Street, N.W. Ste 704 Washington, DC 20009	877-745-8776 Ext. 1
10	Employment Security Comm.	Rachael Whatley	rwhatley@mdes.ms.gov sjohnson@mdes.ms.gov	5959 I-55 N. Frontage Rd., Suite C Jackson, MS 39213	601-321-7931
11	Employment Security Comm. (Job Bank)	Diane Bell	dbell@mdes.ms.gov	5959 I-55 N. Frontage Rd., Suite C Jackson, MS 39213	601-321-6510
12	Hinds Comm. College (HCC)	Jane Moore	jljohnson@hindscc.edu	PMB 11278 Raymond, MS 39154-1100	601-857-3427
13	Hinds Comm. College (HCC)	Joe Johnson	www.hindscc.edu/jobplacement	P. O. Box 1100 Raymond, MS 39154-1100	601-857-3609
14	Hinds Comm. College (HCC)- Cooperative Educ & Placement	Patsy Mayo	pmayo@hindscc.edu	P.O. Box 1100 Raymond, MS 39154-1100	601.857.3427
15	Hinds Comm. College (HCC)- Electronics Tech. Dept.	Bill Eaton	wreaton@hindscc.edu	P.O. Box 1100 Raymond, MS 39154-1100	601-857-3421
16	Hinds Comm. College (HCC)-	Dr. Sue Powell	cspowell@hindscc.edu	3805 HWY 80 East Pearl, MS 39208	601-936-555

	Rankin Branch				
17	Hinds Comm. College (HCC)- Electronics Dept Rankin Branch	David VanHooser	dlvanhoose@hindsgcc.edu	3805 HWY 80 East Pearl, MS 39208	601-987-8156
18	Hinds Comm. College (HCC)- Jackson Branch	Constance Martin	cmartin@hindsgcc.edu	3925 Sunset Drive Jackson, MS 39213-5899	601-987-8158
19	Hinds Comm. College (HCC)- Utica Branch	Priscilla Robertson	www.hindsgcc.edu	P. O. Box 1109 Utica, MS 39175	601-885-7120
20	Hinds Comm. College (HCC)- Utica Branch – Vocational- Technical Educ.	Jesse Killingsworth	www.hindsgcc.edu	P. O. Box 1006 Utica, MS 39175	601-885-7039
21	Holmes Comm. College – Engineering Technology Dept.	Will Alexander	www.holmes.cc.ms.us/	P. O. Box 409 Goodman, MS 39079	662-472-9090
22	Jackson State Univ. (JSU) – Career Counseling	Lashanda Jordan	jobplace@jsums.edu	1400 Lynch St Jackson, MS 39217	601-968-2477
23	Mississippi Assoc. of Broadcasters (MAB)	Job Bank	www.msbroadcasters.org	855 S. Pear Orchard Rd. Suite 403 Ridgeland, MS 39157	601-957-9121
24	Millsaps College – Career Center	Tonya Nations	careercenter@millsaps.edu	1701 North State Str. Jackson, MS 39210	601-974-1215
25	Mississippi College – Career Services Center	Karen Lindsey-Lloyd	Lloyd@mc.edu	P. O. Box 4010 Clinton, MS 39058	601-925-3901
26	Mississippi Link – Classified Ads	Jackie Hampton	www.mississippilink.com	P. O. Box 31238 Jackson, MS 39286	601-353-0560
27	Mississippi State Univ. – Career Services Center	Scott Maynard	www.career.msstate.edu	P. O. Box P Miss. State, MS 39762-5515	662-325-3344
28	Mississippi Univ. for Women –	Towanda	twilliams@ss.muw.edu	1100 College Str., W-1624	662-241-7619

	Career Services	Williams		Columbus, MS 39701-5800	
29	NAACP State Office	Derrick Johnson	NAACPMS@bellsouth.net	1072 W. JR Lynch Str. Jackson, MS 39203	601-353-6906
30	National NAACP State Office	Nancy Bailey	nbailey@naacpnet.org	4805 Mt. Hope Dr. Baltimore, MD 21215	410-580-5777
31	PBS Connect	PBS Connect Forums	http://connect.pbs.org	1320 Braddock Pl Alexandria, VA 22314	773-739-5132
32	State Personnel Board	Adriane Luckett	www.mspb.ms.gov	301 North Lamar Str. Jackson, MS 39201	601-359-1406
33	The Society of Broadcast Engineers (SBE)	JobsOnline	www.sbe.org	9102 N. Meridian Str. Suite 150 Indianapolis, IN 46260	317-846-9000
34	Tougaloo College – Career Planning & Placement	Gladys Jones	gjones@tougaloo.edu	500 W. County Line Rd. Tougaloo, MS 39174	601-977-7817
35	Tulane Univ.	Susan Mickey	smickey@tulane.edu	6823 St. Charles Ave. New Orleans, LA 70118	504-865-5000
36	Jackson State Univ. (JSU) - Universities Center	Cassandra Carter	Cassandra.I.carter@jsums.edu	3825 Ridgewood Rd. Suite 32 Jackson, MS 39211	601-432-6118
37	University of Mississippi	Amanda Walker	www.career.olemiss.edu	303 Martindale Center P. O. Box 1848 University, MS 38677-1848	662-915-7174
38	Univ. of Southern Mississippi – Career Planning & Placement	Rusty Anderson	cpp@usm.edu	118 college Drive, Box 5014 Hattiesburg, MS 39406	601-266-4153
39	Urban League of Greater Jackson, Inc.	Willie M. Cole	None – mail job announcements to address listed	2310 HWY 80 W. Bldg. 1 Suite E Jackson, MS 39204	601-714-4600
40	Virginia College	Career Services	twatson@vc.edu	5360 I-55 North Jackson, MS 39211	601-572-3385

EMPLOYMENT OUTREACH EFFORTS

A few of the positions for which outside recruitment is conducted is advertised in *The Clarion-Ledger*. This newspaper is distributed statewide and posts all job announcements on *CareerBuilder.com*; Therefore, potentially reaches the entire national workforce. However, due to budget cuts and constraints, other recruitment sources were utilized. Further, in an effort to ensure direct contact with a diversity of qualified individuals, we also forward appropriate job announcements to a number of Mississippi's Community colleges and Universities including several of the historically black universities - Alcorn State University, Jackson State University, and Tougaloo College. We also sent a third of our job announcements to the Urban League of Greater Jackson, Mississippi and the national and state offices of the NAACP. Finally, we advertised four (4) of our job announcements in the minority owned newspaper, *Mississippi Link*.

One of our best resources for reaching a diversity of Mississippians continues to be Mississippi Employment Security Commission. The Commission maintains at least one employment center in every county of Mississippi and serves the larger metropolitan areas through several employment centers. Additionally, most job announcements are forwarded to the Mississippi State Personnel Board which posts them in a variety of places and forms including its website, www.mspb.ms.gov.

The agency also has an active internship program. In 2010 and thus far in 2011, the agency has hired 19 (nineteen) interns in various departments throughout the Agency, such as News and Public Affairs, Radio, Education, Production, Technical Services, and Communications. The internship program continues to serve as an effective way to reach potential employees and mentor the community's students.

We feel that our efforts to reach a variety of Mississippians are well served by these resources, which are just a few of the many resources we utilize in advertising our job announcements. Nevertheless, we continue to seek new, economically efficient resources to ensure even greater access to the diverse workforce of Mississippi and the United States.

MPB Human Resources
January 23, 2010 – January 22, 2011
Long-term recruitment initiatives

- a. **Internship Program:** The opportunity for an internship with Mississippi Authority for Educational Television is offered to all students enrolled in or recently graduated from an institution of higher learning. Occasionally, the agency will make an exception and allow individuals who are not enrolled in or graduates of an institution of higher learning. The agency has submitted internship information to all universities, junior colleges and community colleges in Mississippi for several various Internships that were available in 2010 and early 2011. Further, internship information is made available to the public via the agency's Website. The Internships available and filled in 2010/early 2011 included Internships in the areas of Education, Content, Communications, Technical Services, News and Public Affairs, Radio and Production. More specifically, these internship positions include radio and television production, on-air work, copywriting, communications, programming and technical assistance. Currently, MPB has one (1) Intern working on-site and nineteen (19) others worked this past summer and fall in various areas throughout the agency. The Interns pool included both male and female applicants. Possible positions with the agency include positions in graphic arts, on-air work, prop design, television production, technical assistance and scriptwriting. Upon approval of students' respective institutions of higher learning, students may receive credit for these internships. A midterm and final evaluation has been created by MPB to forward to the Intern's respective Professor and Institution of Higher Learning.

- b. **Training program for personnel:** The training programs available to various level employees at MPB are ever-changing programs in part according to what the Mississippi State Personnel Board mandates and/or offers to state employees. These programs are designed to provide information and skill development to supervisors on the fundamentals of supervising people and programs in government and to assist them with gaining knowledge required of Supervisors and/or to reach Educational Benchmarks that the agency encourages. This training is essential to state employees' acquiring the skills necessary to continue to qualify for higher-level positions and advancement. However, this training is an additional cost to the Human Resources Department and due to severe

budget cuts; this training was cut to a minimum with only two (2) employees having been enrolled in the Basic Supervisory Course.

The agency also sends many employees to various conferences throughout the year; however, this too was minimized this year due to budget cuts. These conferences provide professional development and networking opportunities.

- c. **Listing of each upper-level opening in a job bank or newsletter of a media trade group with a broad-based membership, including participation of women and minorities:** Our only upper-level opening during the referenced period was listed with the Mississippi Association of Broadcasters, a media trade group. In addition, the upper-level opening was listed in the Urban League Greater Jackson, state and national NAACP, and Mississippi's historically black colleges and universities.

- d. **Co-sponsoring at least one job fair with an organization in the community whose membership includes substantial participation of women and minorities:** MPB co-sponsored Get STEMulated! which aims to expose underrepresented populations, namely minorities and girls, to careers and educational opportunities in science, technology, engineering, and mathematics. This project is an educational outreach component of MPB's Canton Community Outreach Project and MPB television program "Job Hunter." MPB invited state agencies, organizations, community colleges and universities, and local businesses to a STEM Career Fair to exhibit and demonstrate STEM-related job skills and career paths for students in grades nine through twelve. MPB also provided a series of presentations to students on career discovery and development, along with Workplace Essentials. "Job Hunter" is a pilot television program that guides viewers through the journey to find careers in advanced manufacturing in Mississippi and seeks to bring together students, educators, and employers to ensure the continuation of Mississippi's manufacturing base, to advance the level of production among its workers, and to provide skilled workers to Mississippi's growing advanced manufacturing industry. The first pilot episode focuses on in-demand metalworking careers. This exciting field guide approach to finding high-tech jobs visits employers along the Gulf

Coast and Central Mississippi including Northrop Grumman and Laurel Machine and Foundry, as well as community college Centers for Excellence - Gulf Coast Community College, Jones County Junior College, and Pearl River Community College - for hands-on instruction in welding, pipe bending and machining. "Job Hunter" is made possible by funding from the state of Mississippi and support from the Mississippi Manufacturers Association. The Canton Community Outreach Project, a service of MPB's Education Services bureau and an outreach effort in Canton, is impacting this community of need and making a difference by providing resources and collaborating with established agencies currently serving the community.

MPB also participated in an internship fair at University of Southern Mississippi on Thursday, November 18, 2010.